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## **Motor vehicles.**

### *(a) Changes in agency motor vehicle fleets.*

Your initial budget submission should be accompanied by a report on the size, composition, and annual cost of your agency's motor vehicle fleet in the format of the exhibit below. Using FY 2002 as the starting year, show new totals and changes for each year through 2005. In reporting the composition of your motor vehicle fleet, use the same vehicle categories that you report annually to the General Services Administration. Include with the exhibit a narrative that:

- Explains any significant changes in the size and cost of your vehicle fleet since the beginning of this Administration as well as any changes being implemented in the current year and planned for the budget year as a result of the Director's April 10, 2002 letter to agency heads;
- Briefly describes the ways in which motor vehicles are used to support your agency's mission;
- Discusses agency policies for assigning vehicles; and
- Identifies any impediments (statutory, regulatory, budgetary, or other) to managing your motor vehicle fleet in the most cost-effective manner. Also provide your recommendations for overcoming these impediments.

### *(b) Alternative-fueled vehicles.*

Your estimates must reflect the Administration's commitment to comply with the requirements of sections 303 and 304 of the Energy Policy Act of 1992 (EP Act), which mandates that, subject to some conditions and exemptions, 75 percent of vehicles acquired by Federal agencies in FY 1999 and subsequent years should be alternative-fueled vehicles (AFVs). As specified in [Executive Order No. 13149](#) and [OMB Memorandum M-97-04](#), incorporate plans for acquiring AFVs in your vehicle ordering plans for the current, budget, and future years. You must report annually on compliance with sections 303 and 304 of the EP Act.

### *(c) Other requirements.*

Base your estimates for sedans and station wagons on the requirements of GSA's Federal Property Management Regulations and Federal Standard No. 122. Do not exceed price limitations in effect for the current year plus the estimated cost of additional systems and equipment justified to GSA, unless otherwise provided by law. Make provisions for replacement of motor vehicles and related equipment in accordance with GSA replacement standards.

ESTIMATES RELATED TO SPECIFIC TYPES OF PROGRAMS AND EXPENDITURES										EXHIBIT 33
AGENCY MOTOR VEHICLE FLEET REPORT										
Size, Composition, and Annual Cost (in thousands of dollars)										
Agency:	Department of Government									
	Number of Vehicles by Type *								Annual	
Fiscal Year	Sedans & Station Wagons	Light Trucks 4X2	Light Trucks 4X4	Medium Trucks	Heavy Trucks	Am-bulances	Buses	Total Vehicles	Operating Costs	
FY 2002	321	604	68	210	122	7	72	1,404	\$13,547	
Change **	-20	-2	0	0	0	0	-1	-23	-\$326	
FY 2003	301	602	68	210	122	7	71	1,381	\$13,221	
Change **	-5	0	1	-4	-1	0	-1	-10	\$302	
FY 2004	296	602	69	206	121	7	70	1,371	\$13,523	
Change **	-6	-1	-1	0	0	0	-6	-14	-\$534	
FY 2005	290	601	68	206	121	7	64	1,357	\$12,990	
NOTES:										
* These numbers include vehicles that are owned by the agency, leased from commercial sources, and leased from GSA.										
** All significant year-to-year changes should be discussed in a narrative provided separately.										